

**EFFECTIVE**

August 1, 2021.

**Subject(s)**

1. FOM 722-06D, Case Management of Dual Wards
2. FOM 722-06G, Efforts to Identify and Locate Absent/Putative Parent(s)
3. FOM 722-06J, Rights of Children in Foster Care
4. FOM 722-10, Court Review
5. FOM 722-11, Prudent Parent Standard and Delegation of Parental Consent

**1) FOM 722-06D,  
Case Management  
of Dual Wards**

***Minor Corrections***

Minor changes were made to wording and formatting, hyperlinks were updated, and references to functions in SWSS FAJ were removed.

*Reason:* Children's Services Agency clarification.

**2) FOM 722-06G,  
Efforts to Identify  
and Locate  
Absent/Putative  
Parent(s)**

***Federal Parent Locator Service***

Direction was added regarding use of the [DHS-1445, Child Support Confidential Locate Request](#), to locate and notify absent parents using the Federal Parent Locator Service (FPLS).

*Reason:* Children's Services Agency clarification.

***Minor Corrections***

Minor changes were made to wording and formatting, and hyperlinks were updated.

**3) FOM 722-06J,  
Rights of Children  
in Foster Care**

*Reason:* Children's Services Agency clarification.

***Requirements for Abuse/Neglect and Delinquent Youth***

The [DHS-5307, Rights and Responsibilities for Children and Youth in Foster Care](#), must be used to inform all children in out-of-home placements, including abuse/neglect, juvenile justice, and dual wards, of their rights and responsibilities.

*Reason:* Children's Services Agency clarification.

***Placement Change***

When a child under age 11 or who is otherwise unable to sign the [DHS-5307, Rights and Responsibilities for Children and Youth in Foster Care](#), changes placement, the caseworker must review the DHS-5307 and the agency's grievance policy with the new caregiver and obtain their signature on the DHS-5307 within 30 days of the placement change.

*Reason:* Children's Services Agency recommendation.

***Legal Basis***

The Foster Care and Adoption Services Act was added to the legal basis.

*Reason:* Public Act 489 of 2018.

***Minor Corrections***

Minor changes were made to wording and formatting, and hyperlinks were updated.

*Reason:* Children's Services Agency clarification.

**4) FOM 722-10,  
Court Review**

***DHS-715, Notice of Hearing***

The supervising agency must use the DHS-715, Notice of Hearing, to send notification of court hearings. The caseworker may use the Consolidated Print Center to send the DHS-715 to the required recipients.

*Reason:* Caseworker relief efforts.

***Qualified Residential Treatment Program (Q RTP) Placements***

A link to [FOM 912, Residential Services: Caseworker Responsibilities](#), was added to this item for court requirements when a child is to be placed in a Q RTP.

*Reason:* Family First Prevention Services Act of 2018

***Minor Corrections***

Minor changes were made to wording and formatting, and hyperlinks were updated.

*Reason:* Children's Services Agency clarification.

**5) FOM 722-11,  
Prudent Parent  
Standard and  
Delegation of  
Parental Consent**

***DHS-875, Waiver of Foster Home Licensure***

Reference to the DHS-875, Relative Licensing Waiver, was removed as this form is obsolete. The caseworker must discuss licensure with the relative and ensure the relative is aware that licensure grants them liability protection when exercising the Reasonable and Prudent Parent Standard.

*Reason:* Children's Services Agency clarification.

***International Travel***

Children who will travel internationally must have consent from the appropriate authority prior to international travel. Requirements for consent for international travel, as well as links to US Department of State requirements for obtaining passports, have been added to this policy.

*Reason:* Field requests for clarification.

***Minor Corrections***

Minor changes were made to wording and formatting, and hyperlinks were updated.

*Reason:* Children's Services Agency clarification.



**MANUAL  
MAINTENANCE  
INSTRUCTIONS**

**Changed Items ...**

[FOM 722-06D](#)

[FOM 722-06G](#)

[FOM 722-06J](#)

[FOM 722-10](#)

[FOM 722-11](#)